

**CLASS SPECIFICATION**  
**Portland Harbor Superfund Technical Manager**

FLSA Status: Exempt  
Union Representation: Nonrepresented

**GENERAL PURPOSE**

Under general direction, this position is responsible for providing high-level technical expertise and decision making relative to the investigation of the harbor contamination, remediation and restoration efforts and environmental implications of various aspects of the multi-million dollar harbor cleanup superfund project; and performs related duties as assigned.

**DISTINGUISHING CHARACTERISTICS**

Incumbents of this class are responsible for planning, developing, implementing and directing programs to investigate and remediate contamination of the Portland Harbor and to restore the area to insure compliance with federal and state environmental protection laws and regulations. The incumbent is expected to carry out responsibilities with a significant degree of independence, exercising sound expert professional and political acumen and problem solving skills.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

Any one position in this class may not perform all the duties listed below, nor do the listed examples of duties include all similar and related duties that may be assigned to this class.

1. Provides technical advice and recommendations to the Portland Harbor Clean-up Manager, bureau management and appropriate interest groups regarding the harbor cleanup superfund project.
2. Provides technical oversight on complex environmental site investigations, works with consultants to perform site risk assessments, develops and evaluates remedial alternatives, conducts pre-design and treatability studies; recommends final cleanup levels and remedial alternatives for contaminants in sediment.
3. Oversees and monitors consultant and contractor progress for conformance with City management plans and objectives.
4. Works with the Lower Willamette Group (LWG) committees to facilitate Trustees' participation with EPA in evaluating the impact of contamination in the Harbor on natural resources and to develop restoration projects in advance of the injury assessment.
5. Identifies requirements for further site investigations of City outfalls and stormwater facilities as potential sources of sediment contamination.
6. Interprets and provides technical comments on rules, regulations, federal laws and policies governing management of natural resources and/or federal lands such as National Environmental Policy Act (NEPA), the Endangered Species Act (ESA), Resource Conservation Recovery Act (RCRA), Clean

Water Act (CWA), Comprehensive Environmental Response Compensation and Liability Act (CERCLA), Water Resources Development Act (WRDA), and the Natural Resources Damage Assessment (NRDA).

7. Provides technical expertise and direction to the development of policies and procedures for shared work programs with regional and state agencies, balancing liability issues with environmental stewardship.
8. Works with technical groups, subcommittees, government agencies on issues related the enforcement or interpretation of environmental laws and regulations involved in the harbor clean-up.
9. Manages the technical design, development and implementation of long and short-range plans for contamination investigation programs and remediation efforts. Coordinates these activities with other City, State, regional and federal agencies, and private parties.
10. Manages consultant contracts relative to contamination investigations and remediation.
11. Prepares and makes presentations; briefs elected officials and City staff regarding major issues, findings or concerns; makes recommendations regarding environmental issues and solutions to bureau managers and the director.
12. Establishes and maintains constructive relationships with regulatory agencies and staff and serves as the bureau contact during audits and inspections of the bureau's regulatory compliance; coordinates the bureau's response in regulatory action with environmental agencies.

#### **MINIMUM QUALIFICATIONS**

##### **Knowledge of:**

1. Federal superfund program, its laws and requirements and the roles and responsibilities of the US Environmental Protection Agency, Oregon Department of Environmental Quality, and natural resource trustee agencies and tribes in implementing the clean-up program and restoration efforts.
2. Scientific and analytical methods as applied to water quality.
3. Issues involving contaminated sediments and their clean-up.
4. Issues involving natural resource damages done by long-term contamination of sediments and innovative strategies for restoring the health and vitality of those resources.
5. Theory, principals, practices and methods used in complex chemical, bacteriological and physical analysis and testing of water and solids.
6. Impact of contamination and clean-up activity on human and animal health and environment.
7. Project and contract development and management techniques, practices and requirements.
8. Municipal budget development and administration techniques.

**Ability to:**

1. Analyze, evaluate, interpret, explain, and apply complex federal and state environmental law and regulations.
2. Prepare clear, concise, accurate reports on complex water quality and sediment contamination issues.
3. Gather relevant data, analyze complex and sensitive scientific, program and political problems, evaluate alternatives and make sound, expert recommendations.
4. Exercise independent professional judgement, initiative and political acumen within broad policy guidelines.
5. Represent the City and the bureau effectively in dealings with representatives of external agencies, other governmental agencies and the public on a variety of program related issues.
6. Communicate effectively orally and in writing including the presentation of highly technical scientific data to a variety of audiences.
7. Prepare clear, concise, accurate and persuasive proposals, reports, correspondence, analytical studies and other written materials.
8. Make decisions concerning criteria for contract completion and legal compliance.
9. Exercise tact and diplomacy in dealing with highly sensitive and complex issues and situations.
10. Establish and maintain effective working relationships with elected officials, bureau and City managers and supervisors, community organizations, representatives of other governmental agencies, the public and others encountered in the course of work.

**Training and Experience:**

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from a four-year college or university with a degree in environmental resources, public or business administration, or a closely related field; and four years of increasingly responsible natural resources management and environmental protection experience; or an equivalent combination of training and experience.

**Licenses; Certificates; Special Requirements:**

A valid state driver's license.

**PHYSICAL AND MENTAL DEMANDS**

Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodation. Reasonable accommodation will be evaluated on an individual basis and depends, in part, on the specific requirements for the job, the limitations related to disability and the ability of the hiring bureau to accommodate the limitation.

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**Class History:**

Adopted: 07-01-02

Class created as a result of Nonrepresented Classification & Compensation Study, 2000-2002.  
This class is composed of positions from the following class(es):

3359 PUBLIC WORKS PROJECT MANAGER Adopted: 07-01-92

Revised: 12-03-02 Title changed from Portland Harbor Superfund Program Manager to current title.

June 2009 - Change Job Class number from 7640 to 30000677, due to system change.